



**RECOMMENDATION FORM**  
**COP 2025 Summer Program & First Year Experience**  
Submit to COP's Dropbox by January 29, 2025

To the Recommender:

We kindly request your evaluation of the applicant, taking into consideration their personal qualities and abilities that indicate their potential for success in our program and as a future student at the University of Hawai'i at Mānoa. Your candid assessment is greatly appreciated.

Recommenders should meet one of the following: high school grade level or college/career counselor or instructor of a college preparatory class (English, Math, Science, Social Studies or Hawaiian/Foreign Language). If you are not one of the designated recommenders, please advise the student of this requirement and refer them to an appropriate individual.

Before submitting this Recommendation Form, rename the form to the following format:  
Applicant Last Name\_First Name\_Recommendation Form

The COP Dropbox URL link can be found in the recommendation email request you received from COP or you may contact the applicant for the COP Dropbox URL link. Detailed directions on how to upload your recommendation can be found on our website at [www.hawaii.edu/cop](http://www.hawaii.edu/cop).

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Applicant Name: \_\_\_\_\_

Recommender Name: \_\_\_\_\_

Email: \_\_\_\_\_

High School: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ Grade Level or College/Career Counselor  
(select one) \_\_\_\_\_  
College Preparatory Instructor Specify Course: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

1. How long have you known this applicant and in what capacity? How frequent is/was your interaction?
  
2. Please provide a detailed and concrete example of a STRENGTH the applicant possesses that is relevant to the skills and behaviors required for success as a freshman at UH Mānoa.
  
  
  
  
  
  
  
  
  
  
3. Please provide a detailed example of an AREA OF IMPROVEMENT the applicant would need to work on that is relevant to the skills and behavior required for success as a freshman at UH Mānoa.
  
  
  
  
  
  
  
  
  
  
4. Please comment on the following abilities as they relate to the applicant and also indicate which attributes may be questionable or in need of improvement.
  - Basic competence: general academic achievement and grade level of applicant's reading and writing skills.
  - Need: disadvantaged educationally and/or economic background.
  - Maturity: behaves in a responsible and reliable manner.
  - Motivation: strong desire to pursue higher education reflected in perseverance and good attendance record.
  - Leadership: ability to cooperatively interact with others; positive influence and attitude toward people.
  - Communication skills: ability to express ideas and opinions clearly.

Applicant Name: \_\_\_\_\_

5. Please rate the applicant on each item below:

	Always	Sometimes	Never	No Basis to Comment
Takes pride in activities requiring commitment.				
Shows flexibility in creating alternative strategies to reach a goal.				
Has experienced competitive environments. (e.g., academics or athletics)				
Shows respect for school staff in and out of classes.				
Shows respect for classmates and peers.				
Tends to blame others for negative outcomes of events.				
Acts out in class or school.				
Has been suspended and/or disciplined.				
Has a sense of being unworthy or a failure.				

6. Describe any unresolved behavioral and/or family issues that might affect the applicant's ability to complete a summer and first year's residential college experience at UH Mānoa.

7. Please indicate your recommendation of this student:

I highly recommend

I recommend with reservations

I recommend

I do not recommend

8. Would you like us to contact you regarding the applicant to provide additional information?

YES

NO

9. Additional comments or special circumstances?